

August 1, 2020 Board Meeting -- 12 noon

Attendees:

David Taber, President

Brenda Thomas, Treasurer

Jeanne Miernyk, Secretary

There were no participants on the conference call line.

Item 1: Fixed Fees for Loan Repayments

Three loans are billed to customers recurrently, consisting of \$140.50 for USDA Loans 2 & 3 and \$53.00 for a fixed fee of \$202.50 each quarter. One of the loans has been paid in full.

The board voted unanimously that the fixed fee will remain the same, and the future surplus resulting from the paid loan will be directed to the maintenance and repair account for future work. An estimated \$0.5M maintenance work is expected in future years, which will include replacement of various valves and two redwood tanks.

Item 2: Accounting Adjustment

As a result of Item 1, there are two years of funds that have been tracked in the wrong category. The board voted unanimously to re-categorize the funds to the construction account (CIF) which is for major repair projects.

Item 3: Accounts Receivables

Approximately \$40K is currently owed in accounts receivable. Brenda will follow up with customers who are past due on either regular or special assessment bills by email and/or letters.

Item 4: Madrone Leak

Piazza Construction has completed repairs to the water main leak in Madrone, including asphalt patching. The leak that resulted from an old sleeve fitting was causing about 500,000 gallons/year in lost water. With the completion of the repairs, the waste will decrease and electric bills will be slightly reduced.

Item 5: Standby Power (Generator) Project

A bid package for the generator project for planned (or unplanned) PG&E outages was issued to four electrical contractors on 7/3/2020 and a bid walk took place 7/14/2020.

The board had initially determined that propane fueled generators would be the best option.

After further discussion with the consulting engineer and bidding contractors, the board has determined that diesel is preferred. Diesel generators are trailer-mounted and function as individual mobile units, allowing more flexibility in placement and eliminating regulatory barriers that building within the flood plain at the well site would entail. Jeanne to follow up with Northern Sonoma County Air Pollution Control District regarding required environmental permits for use of diesel in temporary PSPS situations.

An electrical contractor was hired to measure currents at each of the three pump motors (well site, tank #1 and tank #2). The purpose was to obtain accurate readings so that the generators can be sized appropriately. This information was provided to the bidding contractors.

Two contractors submitted valid bids on 7/29/2020. Two contractors declined to bid.

Jeanne has performed a bid comparison, and will follow up with the low bidder to verify and confirm that all items in the bid package have been addressed fully in the bids. The board expects to be able to award the bid the week of 8/3/2020. The target date for project completion is 10/1/2020, however that date is dependent on obtaining the appropriate permits, and on equipment lead times.

PLMWC will pay directly for the following items that are excluded from the bids:

- Permit fees
- Engineering fees
- Fencing
- Surveys (if required)
- Small generator for treatment building
- Batteries for treatment building
- SCADA (XiO) costs for parts and programming